



Foreign Affairs Manual

VOLUME 2 – General

Change Transmittal: GEN-402

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2 FAM 020 MANAGEMENT CONTROLS

Changes

1. This Change Transmittal issues an update to 2 FAM 020, Management Controls. The purpose of this update is to add a reference link to the 2 FAM 022.6 subsection.
2. Officers are reminded that Department-issued materials not codified in the Foreign Affairs Manual or its supplemental Foreign Affairs Handbook series generally have no regulatory validity (see 2 FAM 1111.1).
3. The office responsible for the material in this subchapter CGFS/DCFO/MC. Please direct questions concerning content substance and interpretation to this office. Administrative questions on the Foreign Affairs Manual or Handbooks can be directed to A/GIS/DIR, Office of Directives Management.

Filing Instructions (Paper Copies)

1. Remove and discard the old 2 FAM 020 (CT:GEN-401; 01-10-2013) and insert the new 2 FAM 020 (CT:GEN-402; 01-25-2013).
2. After inserting the material in the binder, insert this change transmittal letter immediately following the CT Checklist, then fill in the entry line for CT:GEN-402 and initial.

Distribution Notice

1. The Foreign Affairs Manual and Handbooks (unclassified) official version can be found on the State Department's Intranet site.
2. All posts and offices keeping paper versions of the Foreign Affairs Manual are responsible for maintaining the FAM on a current basis (see 2 FAM 1116.5).

3. Use **KFAM** and **AINF** TAGS on **all** communications on FAM/FAH issues.